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Award

Managed Print Service

The Highland Council

F15: Voluntary ex ante transparency notice

Notice identifier: 2023/S 000-006155

Procurement identifier (OCID): ocds-h6vhtk-03ad98

Published 2 March 2023, 12:51pm

Section I: Contracting authority/entity

I.1) Name and addresses

The Highland Council

Council Headquarters, Glenurquhart Road

Inverness

IV3 5NX

Email

cpssprocurement@aberdeencity.gov.uk

Telephone

+44 1463702563

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

<http://www.highland.gov.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00045

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Managed Print Service

II.1.2) Main CPV code

- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages

II.1.3) Type of contract

Supplies

II.1.4) Short description

Provision of managed print services to sites throughout the Highland Council area, including (but not limited to) Council offices, schools, and other Council facilities.

Supply, installation, and maintenance of multi-functional devices (MFDs) and supply and installation of consumables (excluding paper).

Provision of financial billing data on a CPP (Cost per Page) basis at a suitable level of granularity to enable the Council to effectively re-charge services.

The current managed print contract has been in place with the supplier since (2014) and modification is proposed for a period of 7 years to allow for a programme of work to be conducted to reduce devices across the organisation.

During this time there will be significant emphasis on the reduction of numbers of existing print devices as part of the change in approach, the initial phase of which will take place within the next six months.

Copies in the future from these instituting devices without a refresh to new models and the number of copies will reduce by more than 30% and that this will be sustained thereafter with no risk to the Council.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £2,929,000

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM6 - Highlands and Islands

II.2.4) Description of the procurement

Provision of managed print services to sites throughout the Highland Council area, including (but not limited to) Council offices, schools, and other Council facilities.

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Copies in the future from these institutions aging devices without a refresh to new models and the number of copies will reduce by more than 30% and that this will be sustained thereafter with no risk to the Council.

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Award of a contract without prior publication of a call for competition in the cases listed below

- The procurement falls outside the scope of application of the regulations

Explanation:

The procurement falls outside the scope of application of the Directive

Explanation:

The existing contract is being modified on the grounds of:

1. Reg 72(1)(c) PC(S)R 2015 (unforeseen circumstances); and/or
2. Reg 72(1)(e) PC(S)R 2015 (non-substantial variation)

The nature and scope of the services are unchanged compared to what is envisaged in the existing contract.

The modification does not change the economic balance of the contract in favour of the contractor.

The modification does not extend the scope of the contract or framework agreement considerably, the value does not exceed 50% of the initial contract value.

Circumstances which a diligent contracting authority could not have foreseen – The impact of COVID has affected our print demand and estate needs significantly, the contract period will allow for time to work through what this means in terms of future demand, as with all organisations a hybrid model of work is envisaged but what that looks like long term and how that impacts print demand has not yet been fully established.

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section V. Award of contract/concession

A contract/lot is awarded: Yes

V.2) Award of contract/concession

V.2.1) Date of conclusion of the contract

1 March 2023

V.2.2) Information about tenders

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor/concessionaire

Xeretec Scotland Ltd

17c Perimeter Road, Pinefield Estate

Elgin

IV30 6AF

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor/concessionaire is an SME

No

V.2.4) Information on value of contract/lot/concession (excluding VAT)

Total value of the contract/lot/concession: £2,929,000

Section VI. Complementary information

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=724326.

(SC Ref:724326)

VI.4) Procedures for review

VI.4.1) Review body

Inverness Sherriff Court

Inverness

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Economic operators should approach the contracting authority in the first instance.